

ENHANCED RATE FOLLOW UP & SUPPORT

JUNE 27, 2019

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MEDICAID AUTHORITY: REVIEW OF ENHANCED SUPPORTS & FUNDING

- Department of Social Services - Division of Medical Services review of Enhanced Funding within CHOICES waiver services
- Sample of 30 participants receiving Enhanced Funding
- Recommendations within three categories:
 - System Changes
 - Training
 - Operational Enhancements

MEDICAID AUTHORITY: RECOMMENDED CHANGES

- System Changes
 - Update & implement Enhanced Funding Policy to include standard form(s)
 - Case Manager (CM) awareness of Enhanced Funding and clear description of such within ISP
- Training:
 - Training for providers on Rights Restrictions, Restoration Plans, documentation of behaviors, and goals (specific, measurable, achievable, relevant, time-bound)
- Operational Enhancements:
 - Create and implement record retention policy for DHS
 - Assure all policies, forms, and reports are current and accessible to recipients, guardians, advocates and providers
 - Facilitate a system environment in which standardized assessments will be created for providers' use

TERMINOLOGY

- Existing Group – when a participant joins a previously approved group (established prior to June 1, 2019)
 - This could be filling a vacancy or the addition of a person to the group
- New Group – first time request to support people in a group setting
- Previously existing – requests approved before June 1, 2019
- Intervention and Support Specialist (ISS) – formerly known as DDD Resource Coordinators

LIFE DOMAINS

- Daily Life & Employment – What a person does as part of everyday life (school, employment)
- Community Living – Where and how someone lives (housing, transportation)
- Safety & Security – A balance between staying safe and making own decisions (emergencies, well-being)
- Healthy Living – Living a healthy lifestyle and learning healthy habits (medical, mental health, wellness)
- Social & Spirituality – Having friends and personal connections (leisure activities, personal networks, faith community)
- Citizenship & Advocacy – Building valued roles in one's community (making choices, setting goals)



UMKC IHD, UCEDD



OUTLINE OF CHECKPOINTS – IND. AND GROUP

Individual	New Group	Existing Group (for participant joining group)
3 Month – Submit document	3 Month – Submit document	6 – Month – Submit document and on-site follow-up
6 Month – Submit document and on-site follow-up	6 Month – Submit document and on-site follow-up	After 6- Month monitoring the individual will follow existing group monitoring schedule.
12 Month – Submit document	12 Month – Submit document	
18 Month – Submit Document and on-site follow-up	18 Month – Submit document and on-site follow-up	
24 Month – Submit document	24 Month – Submit document	

EXAMPLE: INDIVIDUAL ENHANCED RATE

- Individual – Sally’s enhanced rate is approved and effective July 13, 2019.
 - 3 Month October 2019 – CSP submits DHS-DD-902
 - 6 Month January 2020 – CSP submits DHS-DD-902 and on-site follow-up occurs
 - 12 Month July 2020 – CSP submits DHS-DD-902
 - 18 Month January 2021 – CSP submits DHS-DD-902 and on-site follow-up occurs
 - 24 Month July 2021 – CSP submits DHS-DD-902
- ❖ At all reporting intervals above, DDD will review ISP monitoring completed by Case Manager
- ❖ The intervals will continue every 6 – months for the duration of the enhanced rate.

DHS-DD-902

DDD Enhanced Rate Monitoring for an Individual

Date: [REDACTED]

Participant Name: [REDACTED] DOB: [REDACTED]
Address: [REDACTED]

Community Support Provider: [REDACTED] Person Completing Monitoring: [REDACTED]
Email: [REDACTED] Phone: [REDACTED]

Case Management Provider: [REDACTED] Case Manager: [REDACTED]
Email: [REDACTED] Phone: [REDACTED]

Plan to periodically address support needs:
Success Benchmarks:

	3 months	Current Progress
What does success look like?		
What data will be collected and measured to determine whether supports are effective?		

Success Benchmarks:

	6 months	Progress since last update
What does success look like?		
What data will be collected and measured to determine whether supports are effective?		

EXAMPLE: INDIVIDUAL JOINING EXISTING GROUP

- Existing Group – Individual joins group enhanced rate July 13, 2019.
 - 6 Month January 2020 – CSP submits document DHS-DD-902(for participant joining group) and on-site follow-up occurs
 - After 6- Month monitoring the individual will follow existing group monitoring schedule.
- ❖ At all reporting intervals above, DDD will review ISP monitoring completed by Case Manager

DHS-DD-902

DDD Enhanced Rate Monitoring for an Individual

Date: [REDACTED]

Participant Name: [REDACTED]
Address: [REDACTED]

DOB: [REDACTED]

Community Support Provider: [REDACTED]
Email: [REDACTED]

Person Completing Monitoring: [REDACTED]
Phone: [REDACTED]

Case Management Provider: [REDACTED]
Email: [REDACTED]

Case Manager: [REDACTED]
Phone: [REDACTED]

Plan to periodically address support needs:

Success Benchmarks:

	3 months	Current Progress
What does success look like?		
What data will be collected and measured to determine whether supports are effective?		

Success Benchmarks:

	6 months	Progress since last update
What does success look like?		
What data will be collected and measured to determine whether supports are effective?		

EXAMPLE: NEW GROUP ENHANCED RATE

- New Group – enhanced rate effective July 13, 2019
 - 3 Month October 2019 – CSP submits DHS-DD-905
 - 6 Month January 2020 – CSP submits DHS-DD-905 and on-site follow-up occurs
 - 12 Month July 2020 – CSP submits DHS-DD-905
 - 18 Month January 2021 – CSP submits DHS-DD-905 and on-site follow-up occurs
 - 24 Month July 2021 – CSP submits DHS-DD-905
 - ❖ At all reporting intervals above, DDD will review ISP monitoring completed by Case Manager
 - ❖ The intervals will continue every 6 – months for the duration of the enhanced rate.

DHS-DD-905

DDD Enhanced Rate Monitoring for Group Rate

(Effective June 1, 2019)

Date:

Community Support Provider:

Email:

Address:



Person Completing Monitoring:

Phone:

For Group Enhanced Rates, list all participants:

Participant Name	DOB	Case Management Provider	Case Manager

Progress to address support needs:

Life Domain	Vision for the Future	6 Month:	12 Month:	18 Month:	24 Month:
 Daily Life & Employment	What will the individuals be doing during the day? (school, employment, volunteering, communications, routines, life skills)				
	Where and how will the individuals live? (housing and living options, community access, transportation, home modifications)				

TRANSITION RATE: SUPPORT & TECHNICAL ASSISTANCE

- The intent and purpose is to provide support for the CSP and individual so that living in the community is a success.
 - 3 Month – Phone call to review progress and supports needed
 - 6 Month – On-site follow-up
 - 12 Month – Phone call to review progress and supports needed
 - 18 Month – Submits DHS-DD-902 and on-site follow-up
 - 24 Month – Submits DHS-DD-902
- ❖ At all reporting intervals above, DDD will review ISP monitoring completed by Case Manager

EXAMPLE: TRANSITION RATE

- John's enhanced rate is effective July 13, 2019
 - 3 Month – October 2019 - Phone call between CSP, SDDC Case Manager, Case Manager, Program Specialist, Clinical Administrator
 - 6 Month – January 2020 – On-site follow-up
 - 12 Month – July 2020 - Phone call
 - 18 Month – January 2021 Submits DHS-DD-902 and on-site follow-up
 - 24 Month – July 2021 - Submits DHS-DD-902
 - ❖ At all reporting intervals above, DDD will review ISP monitoring completed by Case Manager
 - ❖ The intervals will continue every 6 – months for the duration of the enhanced rate.

RATES APPROVED PRIOR TO JUNE 1, 2019

- Previously existing
- Annual support and technical assistance by DDD
- Each CSP will have a designated month during which support and technical assistance occurs
- 30 day notice and details will be provided
 - The CSP will submit the DHS-DD-904
 - Quarterly Monitoring will be reviewed
 - On-site follow-up will occur to provide DDD further information regarding enhanced supports provided
 - Technical assistance will be offered as determined by the ISP Team and/or DDD

DHS-DD-904




DDD Enhanced Rate Support & Technical Assistance
Individual & Group Approved Prior to June 1, 2019

Participant Name: DOB:
Address:

Date:

Community Support Provider: Person Completing Monitoring:
Email: Phone:
Address:

Support needs:

Life Domain	Vision for the Future	Current:
 Daily Life & Employment	What does the individual do during the day? (school, employment, volunteering, communications, routines, life skills)	
 Community Living	Where and how does the individual live? (housing and living options, community access, transportation, home modifications)	
 Social & Spirituality	How is the social and spirituality of the individual be addressed? (friendships, relationships, leisure activities, personal networks, faith community)	

ONSITE VISITS & SUPPORT

- Support & Technical Assistance
 - Charting the LifeCourse
 - Interventions
 - Information about Mental Health
 - Assistance with behavior support plans and functional behavior analysis

ADJUSTING OR ENDING AN ENHANCED RATE

- DDD's focus is to ensure supports are delivered as outlined in the plan and that enhanced funding is used to promote positive outcomes for the person
- Rate will be reviewed in conjunction with submission of DHS-DD-902, 904, and 905
 - Individual – changes to staff ratios, enhanced support schedule
 - Group – when/if a person leaves an established group, the Program Specialist will verify with the CSP whether the vacancy will be filled – if not, DHS will reassess the group cost report and rates adjusted to reflect based on new group size
 - Significant Change Request will be submitted to reflect the person's address change & description should detail reason for exiting enhanced group supports.
 - If the vacancy will be filled, no further action is needed unless vacancy exceeds 90 days

SUMMARY OF FORM NUMBERS & PURPOSE

- DHS-DD-900: Enhanced Rate Request – Individual OR Group
- DHS-DD-902: Individual Enhanced Rate Monitoring document
- DHS-DD-903: Intervention & Support Specialist Referral (DDD Use Only)
- DHS-DD-904: Monitoring document for Enhanced Rates (Individual and Group)
approved prior to June 1, 2019
- DHS-DD-905: Monitoring document for New Group Enhanced Rate

QUESTIONS?

- Jamie Morris, DDD Clinical Administrator
 - Jamie.Morris@state.sd.us
 - 605-773-3438

OR

Contact your assigned Program Specialist